Staff Meeting - April 24, 2019

Darren welcomed everyone and opened in prayer.

OH&S update:

OH&S Committee has been working behind the scenes on a number of things. Coby has been finalizing the inspection reports. These forms are for the committee to use as a checklist to ensure that areas in the building are free from potential safety concerns. Staff are encouraged to notify any of the OHS committee members of any concerns they think may need addressed. At minimum, the inspections are done quarterly. Laura has been finalizing the red emergency response binders, which are scheduled to officially roll out after our May 8th OHS meeting. OHS mandates additional information within the emergency response plan that Emmanuel Home did not currently have. That information included things like, location of fire extinguishers, expansion on code descriptions, numbers for police etc. Catherine Wildeboer is our newest member to the OHS team, welcome Catherine! All committee members and meeting minutes are available on the staff bulletin boards located in the staff lunch room and the locker room by the kitchen.

Walkathon:

Staff are encouraged to join in on the fun to be had at Emmanuel Homes Walkathon. It is a family fun event happening on May 4th from 10am to 1pm. If you plan to attend please bring lawn chairs and let Maria know of additional family members so she can make sure enough hotdogs are available.

Organizational Changes:

Due to the possible opportunities surrounding growth of the Christian Senior Citizens Home Society of Edmonton (which means new seniors housing buildings within the Edmonton area.) the current structure of operations is adjusting by shifting gears to accommodate this and make sure that the current home maintains the quality delivery of senior care. The old model currently relies heavily on the specific area managers reporting to the Executive Director. This has managed the home effectively for many years. As we look forward, Darren’s focus will be pulled externally on strategic growth and development. Which developed into the creation of a Leadership Team, consisting of Darren Sinke, Executive Director, Donna Callahan as Director of Programs and Laura Pothoven as Director of Operations. Below is a visual chart that shows the reporting structure changes. This mostly affects the existing managers with the change in reporting structure. It has also created a new position for Director of Care, additional resource in Recreation, accepted by Maria Bos. This change opened up the posted, internal position of receptionist. Gradual notification to residents of these changes will happen naturally and communication will be ongoing. These are exciting times as we look to expand the services and care needs to the greater community!

Board

\*indicates title of role not finalized.

Next Staff Meeting May 29, 2019